

CITY OF LEWISTON
STAFF REVIEW COMMITTEE MEETING
FINAL MINUTES for January 25, 2018

- I. **ROLL CALL:** The meeting was held in the Third Floor Conference Room of City Hall and was called to order at 9:00 a.m.

Staff In Attendance: Gil Arsenault, Director of Planning & Code, David Hediger, Deputy Director/City Planner, Ryan Barnes, Project Engineer, Derrick St. Laurent, Sargent of Police and Ryan Coleman, Fire Inspector

Guest Present: Sean Thies, Lee DesRosier and Ken Kincer

- II. **ADJUSTMENTS TO THE AGENDA:** None

- III. **CORRESPONDENCE:** None

- IV. **NEW BUSINESS:**

An application submitted by CES, Inc. on behalf of Affordable Cremation Services, LLC for the expansion of the existing parking to add 21 additional parking spots at their facility located at 643 Main Street.

Ken Kincer, owner of Affordable Cremation Services stated that the property is now used as a shelter for remains and they would like to offer memorial services at the facility also if requested by clients and that is why they need additional parking. Sean Theis of CES, Inc. explained that they would be putting a five foot walkway at the front of the property and add additional parking in the back which drops off to wetlands. He said there would be no impact to the wetlands. Dr. Lee DesRosier, neighbor of the property stated that this was a perfect place for this business.

Gil asked if there would be lighting added and Sean said there was none proposed. Gil stated that at least one lighted candle would be needed to meet code requirements at the parking in the back. He also asked if they were adding a dumpster and Ken stated no. Gil said that the existing sign was not on their property and that this would need to be relocated. Ryan Barnes had numerous engineering issues which he put in a memo that needed to be addressed.

The following motion was made:

MOTION: by **Derrick St. Laurent** to grant approval of an application submitted by CES, Inc. on behalf of Affordable Cremation Services, LLC for the expansion of the existing parking to 21 parking spots at their facility located at 643 Main Street subject to the following conditions:

1. Lighting will be required in the back parking area.
2. The existing ground sign must be to be relocated if located within the right-of-way of Main Street.

3. The site plan must be amended to the satisfaction of Public Works with respect to the stormwater design.

Second by **Ryan Barnes**.

VOTED: 4-0 (Passed)

V. READING OF MINUTES:

The following motion was made:

MOTION: by **Ryan Barnes** to adopt the January 11, 2018 SRC meeting minutes as presented. Second by **Ryan Coleman**.

VOTED: 4-0 (Passed)

VI. ADJOURNMENT: The following motion was made to adjourn.

MOTION: by **Ryan Barnes** that this meeting adjourns 9:25 a.m.
Second by **Derrick St. Laurent**.

VOTED: 4-0 (Passed).

Respectfully Submitted:



Cathy Lekberg, Administrative Assistant
Planning/Code Department